

**Enterprise IT Financial Workgroup
Minutes
October 20, 2017
1:00 p.m.
Cogswell, Room 151**

Members Present:

Erica Johnston, DPHHS – Chair
Dan Stanger, DOJ
Jennie Stapp, MSL
Nancy Jones, DLI
Tricia Greiberis, DNRC
Tami Gunlock, SITSD

Cindy Trimp, DOR
Terry Lazure, DEQ – Alternate
☞ Teri Juneau, COM – Alternate
☞ Libbi Lovshin, AGR
☞ Sky Foster, AGR – Alternate

Staff Present: Sarah Mitchell

Guests Present: Lynne Pizzini, Linda Kirkland, Matt Van Syckle, Jennifer Schofield

☞ **Real-time Communication:** Stuart Fuller, Jessica Plunkett, Natacha Bird

Welcome

- Erica Johnston welcomed the workgroup to the October 20, 2017 Enterprise Information Technology Workgroup (EITFW) meeting. All members and guests were introduced.

Minutes

- **Motion:** Nancy Jones made a motion to approve the September 19, 2017 minutes. Terry Lazure seconded the motion. Motion carried.

Business

- Legislative Finance Committee (LFC) Debriefing
 - 38 Projects Reported
 - 35 of the 38 projects in green status
 - Three projects in yellow status
 - LFC questioned status – Nothing substantial resulted
 - State Information Technology Services Division (SITSD) rate changes were reviewed.
 - No questions from the LFC
 - State Chief Information Officer (CIO) Report
 - Exception Requests regarding policies and standards were reviewed.
 - State IT Strategic Plan draft version was reviewed.
 - Plan will be presented to:
 - ITMC November 1, 2017; and
 - ITB December 7, 2017.
 - Legislative Fiscal Division (LFD) Customer Satisfaction Survey of SITSD Report
 - Report is located at <http://leg.mt.gov/content/Publications/fiscal/interim/Oct-2017/IT-Survey.pdf>.
 - Findings of report noted:
 - IT Convergence
 - Majority positive comments
 - Rates, Services, and Catalog
 - Received positive and negative comments
 - Communication
 - Received positive and negative comments
 - SITSD's Response to LFD report is located at <http://leg.mt.gov/content/Publications/fiscal/interim/Oct-2017/SITSD-Comments.pdf>.

- Submit questions to Lynne Pizzini at LPizzini@mt.gov.
- Planning and Reporting Cycle Review
 - This report is located on the [EITFW](#) website.
 - SITSD received feedback and incorporated revisions, as needed.
 - Volume 10 part of regular legislative session?
 - Agencies reported timing issues with the development of queries.
 - **Action Item:** Ms. Schofield will research to determine if Volume 10 is a requirement for the next legislative session.
 - Submit questions to Ms. Schofield at JSchofield@mt.gov.

Standing Reports

- Rates and Services Update
 - There are currently no Enterprise Services for consideration.
 - SPLUNK live storage and archive storage rate change has been finalized.
 - Information regarding the rate change was presented to the LFC.
 - Rate was changed to match regular live storage and archive storage rate.
 - Beneficial cost savings for agencies
 - Voice over Internet Protocol (VoIP)
 - When building transitions to new VoIP, new billing is implemented.
 - SITSD Voice Operations is working to provide credits to agencies that were double-billed.
 - More interactive system for billing clients?
 - Billing clients will be removed in the future.
 - SABHRS coding will be utilized.
 - This will offer opportunities for agencies to verify that their journal is correct and to make corrections, if needed.
 - Speed charts will replace client codes.
 - New budgeting system
 - New system will be presented at the 2018 Montana IT Conference.
 - TechBudget/TechBiz will be the new budget/rate setting system.
 - This system will replace FTM.
 - TechBilling
 - Rollout is scheduled for May/June 2018.
 - On July 1, 2018, the new billing system becomes effective.
 - Service providers will oversee dual entries.
 - Agencies with billing questions should complete a Service Desk ticket.
 - Submit questions to Ron Baldwin at rbaldwin@mt.gov or Tami Gunlock at TGunlock@mt.gov.
- Wide Area Network (WAN) Circuit Upgrade Prioritization List
 - WAN circuit list is posted in the documents section of the [EITFW](#) SharePoint site.
 - Current Request for Proposal (RFP)
 - Projected RFP close date – November 2017
 - **Action Item:** Mr. Van Syckle will create a FAQ to provide to agencies.
 - Submit questions to Matt Van Syckle at MVanSyckle@mt.gov.
 - Agencies may contact Mr. Van Syckle to schedule a private meeting to discuss the WAN circuit list.

Discussion

- Member Forum
 - None.
- Public Comment
 - None.
- Future Agenda Topics
 - SITSD Status Update
 - Rate setting process?

- Impact to changes of rates to large and small agencies
- Potential Rate Setting/Cost Shifts for Next Biennium
- WAN Billing
 - **Action Item:** CIO Support Staff will place the WAN Billing topic on the January 25, 2018 EITFW agenda.
- Timeline for Mainframe?
 - Inventory of Mainframe Users?
 - Cost to agencies
 - Budget is based on number of users
 - **Action Item:** Mr. Van Syckle will provide an update regarding this topic.
 - **Action Item:** CIO Support will place the Mainframe Timeline topic on the January 25, 2018 EITFW agenda.
- Submit suggestions for agenda topics to Ms. Johnston at EJohnston@mt.gov.

Next Meeting

- November 30, 2017
1:00 p.m. to 2:00 p.m.
Cogswell, Room 151
- Council approved cancellation of the December 28, 2017 EITFW Meeting
 - **Action Item:** CIO Support Staff will send notification regarding the December 28, 2017 meeting cancellation.

Adjournment

- The meeting adjourned at 1:34 p.m.